**JUDICIAL COUNCIL ARPA GRANT APPLICATION**

**BASIC INSTRUCTIONS**

Please read the **Overview and Instructions** posted under Quick Links at <https://jcaoc.georgiacourts.gov/arpa/> for full details beyond the basic application instructions presented below.

**(B) CASE BACKLOGS REQUIRED TO JUSTIFY ARPA FUNDS**

All applicants must objectively demonstrate that case backlogs exist to qualify for ARPA grant funds or continued funding. *All expenditures requested in this application must be “reasonably proportional” to the applicant’s objectively demonstrated need to address case backlogs, with priority given to serious violent felonies (as defined in OCGA § 17-10-6.1 (a))*. 87 Fed. Reg. 4,344; 4,388 (Jan. 27, 2022). When calculating the need for additional resources to respond to case backlogs, a court may provide statistics comparing its case volume from a “normal” pre-pandemic year (e.g., case volume in 2019) to its current case volume. Applicants should also identify what portion of case backlogs are serious violent felony cases, as defined in OCGA § 17-10-6.1 (a).

**(D) ARPA GRANT FUNDS REQUESTED OR RECEIVED FROM OTHER SOURCES TO ADDRESS CASE BACKLOGS**

*Applicants (except appellate courts) must also request ARPA funds from their respective county governments.* For ARPA grant funds requested or received by any court or other entity included in this application from any other sources (including a county, municipality (to include a “nonentitlement unit of local government”), or an eligible non-profit entity), attach documentation explaining how requested, received, expended, or obligated funds have been or will be used, including whether such funds have been or will be used to address the backlog of serious violent felonies, as defined in OCGA § 17-10-6.1 (a). *Also attach any correspondence to and from each county from which ARPA funds were requested*.

**(E) ARPA FUNDS BY EXPENDITURE CATEGORY (EC)**

**(E) (1) Payroll-Public Sector Staff Responding to Case Backlogs (EC 3.1)**

*More than 50 percent of total personnel costs awarded each calendar year under this EC must be dedicated to responding to serious violent felonies, as defined in OCGA § 17-10-6.1 (a)*. As used in (E) (1) (c), “total personnel costs” means the subtotal of funds requested under section (E) (1) only, as stated in (E) (1) (a). To get the percentage used in (E) (1) (c), divide the amount provided under (E) (1) (b) by the amount provided in (E) (1) (a).

**New or existing** staff may be used to respond to case backlogs, with priority given to serious violent felony cases (as defined in OCGA § 17-10-6.1 (a)). *However, only payroll for time spent actually responding to case backlogs may be reimbursed with ARPA grant funds*. 87 Fed. Reg. 4,341; 4,388 (Jan. 27, 2022) (Eligible use must “respond to the identified negative economic impact” of the pandemic, “e.g., backlogs in court systems”). This includes payroll of new personnel hired to backfill existing personnel responding to case backlogs (prioritizing cases involving serious violent felonies). Therefore, time spent responding to case backlogs (or backfilling others so they can respond) must be tracked and documented for reimbursement and auditing purposes.

Per U.S. Treasury Compliance and Reporting Guidance, federal “EC 3.1” is reserved for “Public Sector Workforce” payroll and benefits, so (E) (1) must exclude contractors, which fall under federal administrative ECs “3.5” and “7.1.” 31 CFR § 35.6 (b) (3) (ii) (E) (1). To categorize contractors correctly under federal guidance, request contractors responding to case backlogs generally (i.e., not performing mental health, substance use, or eviction prevention diversion services) under (E) (6), which corresponds to federal administrative expenditure ECs “3.5” and “7.1.” 31 CFR § 35.6 (b) (3) (ii) (E) (3)-(4).

**(E) (2) Court-Based Mental Health Diversion (EC 1.12)**

Per Executive Branch limitations, ARPA funds for court-based mental health diversion services must: (a) respond to case backlogs; and (b) conserve staff time and resources to respond to case backlogs of serious violent felony cases, as defined in OCGA § 17-10-6.1 (a). Accordingly, for purposes of this expenditure category, grant applicants *must provide* a *numerical estimate* in the description regarding the staff hours and resources court-based mental health diversion services will conserve so staff may respond to serious violent felonies. As used in this section, “numerical” means containing one or more of the number symbols 0, 1, 2, 3, 4, 5, 6, 7, 8, or 9; e.g., *20* hours of staff time per week, *18* percent of a judge’s caseload, or some other numerical measurement. *Please also note that ARPA funds allocated to the Judicial Council may be used for court-based services only and not for out of court mental health treatment services*.

Contractors performing court-based mental health division services to respond to case backlogs must be requested under (E) (2) and not (E) (6) because federal “EC 1.12” applies to “Mental Health Services” generally. 31 CFR § 35.6 (b) (3) (i) (C).

**(E) (3) Court-Based Substance Use Diversion (EC 1.13)**

Per Executive Branch limitations, ARPA funds for court-based substance use diversion services must: (a) respond to case backlogs; and (b) conserve staff time and resources to respond to case backlogs of serious violent felony cases, as defined in OCGA § 17-10-6.1 (a). Accordingly, for purposes of this expenditure category, grant applicants *must provide* a *numerical estimate* in the description regarding the staff hours and resources court-based substance use diversion services will conserve so staff may respond to serious violent felonies. As used in this section, “numerical” means containing one or more of the number symbols 0, 1, 2, 3, 4, 5, 6, 7, 8, or 9; e.g., *20* hours of staff time per week, *18* percent of a judge’s caseload, or some other numerical measurement. *Please also note that ARPA funds allocated to the Judicial Council may be used for court-based services only and not for out of court substance use treatment services*.

Contractors performing court-based substance use diversion services to respond to case backlogs must be requested under (E) (3) and not (E) (6) because federal “EC 1.13” applies to “Substance Use Services” generally. 31 CFR § 35.6 (b) (3) (i) (C).

**(E) (4) Court-Based Eviction Prevention and Diversion (ECs 2.2, 2.18)**

Per Executive Branch limitations, ARPA funds for court-based eviction prevention and diversion services must: (a) respond to case backlogs; and (b) conserve staff time and resources to respond to case backlogs of serious violent felony cases, as defined in OCGA § 17-10-6.1 (a). Accordingly, for purposes of this expenditure category, grant applicants *must provide* a *numerical estimate* in the description regarding the staff hours and resources court-based eviction prevention and diversion services will conserve so that staff may respond to serious violent felonies. As used in this section, “numerical” means containing one or more of the number symbols 0, 1, 2, 3, 4, 5, 6, 7, 8, or 9; e.g., *20* hours of staff time per week, *18* percent of a judge’s caseload, or some other numerical measurement. *Please also note that ARPA funds allocated to the Judicial Council may not be used for direct payments to landlords or tenants*.

Contractors performing court-based eviction prevention and diversion services to respond to case backlogs must be requested under (E) (4) and not (E) (6) because federal ECs “2.2” and “2.18” respectively apply to “Household Assistance: Rent, Mortgage, and Utility Aid” and “Housing Support: Other Housing Assistance” generally. 31 CFR § 35.6 (b) (3) (ii) (A) (1), (5).

**(E) (6) ARPA-Eligible Administrative Expenses (ECs 3.5, 7.1)**

Describe proposed ARPA-eligible administrative expenses in the space provided. Contractors performing mental health, substance use, or eviction prevention diversion services must be requested under (E) (2), (3), or (4) respectively. All other contractors responding to case backlogs and contractors performing grant administration must be requested under (E) (6). 31 CFR § 35.6 (b) (3) (ii) (E) (1), (3)-(4).

*Grant Administration Payroll*

Please request all grant administration personnel, including staff and contractors, under (E) (6) ARPA-Eligible Administrative Expenses. Do not request grant administration personnel under (E) (1) Payroll-Public Sector Staff Responding to Case Backlogs.

*Supplies, Materials, and Equipment*

ARPA funds are authorized for supplies, furniture (valued at under $5,000), and equipment (valued at under $5,000; e.g., monitors, computers, *authorized* software licenses, phones, and printers) that are necessary for personnel to respond to case backlogs or perform ARPA grant administration. If valued at under $5,000, such expenditures are generally classified as non-capital permitted expenditures and should be listed under (E) (6) and in the Administrative/Indirect Costs section of the **ARPA Budget Form** posted under Quick Links at <https://jcaoc.georgiacourts.gov/arpa/>. *Grant recipients should rent equipment (if possible, practical, and cost-effective) to avoid violating the prohibition on purchasing permanent infrastructure*. Special rules apply to software and audio-visual equipment, as explained below. See **FAQ 28.2** for procurement guidance.

*Software*

Effective July 26, 2023, the following are an ARPA-eligible expenditure: (1) legal research software for ARPA-funded staff attorneys and prosecutors; and (2) digital evidence management software. Per OPB requirements, however, the purchase of such software is subject to competitive procurement procedures regarding the purchase of equipment, supplies, services, or other items with public funds. *Basic computer operating and word processing software remains an ARPA-eligible expenditure. No other types of software are currently authorized.* See **FAQ 28.2** for procurement guidance.

*Audio-Visual Equipment*

Effective December 8, 2022, audio-visual equipment modernization in *existing* permanent courtrooms is an ARPA-eligible expenditure and not subject to the OPB prohibition on capital expenditures mentioned above. *Movable or temporary* audio-visual equipment for temporary courtrooms must be requested under (E) (6), not (E) (7). The purchase and installation of permanent audio-visual equipment (i.e., fixtures) in *existing* permanent courtrooms must be requested under section (E) (7) and is subject to specific rules and procedures.

**(E) (7) Audio-Visual Equipment Modernization (ECs 3.5, 7.1)**

On December 8, 2022, the ARPA Committee approved audio-visual equipment modernization in *existing* permanent courtrooms as an eligible expenditure, subject to certain rules and procedures. See the **Audio-Visual Equipment Modernization Policy** and the **Overview and Instructions** posted under Quick Links at <https://jcaoc.georgiacourts.gov/arpa/> for details and restrictions. Use the AV Policy checklist provided in (E) (7) (c) to assist with compliance. See **FAQ 28.2** for procurement guidance.

Per federal regulations and OPB requirements, audio-visual modernization costs must be *necessary, reasonable, and proportional* to the objectively demonstrated need to respond to case backlogs caused by the pandemic, with a primary focus on cases involving serious violent felonies. No staff or contractor positions should be requested under this EC, which is reserved for “audio-visual equipment modernization” expenditures only, as defined in the AV Policy. All personnel should be requested under sections (E) (1)-(4), (6) of this application. The overall ARPA-funded staff and contractor headcount in this application must be proportional to the number of courtrooms you intend to modernize to comply with federal regulations and OPB requirements. AV Policy § (d).

**(F) SUPPORTING DOCUMENTATION AND BUDGET FORM**

The **ARPA Budget Form** posted under Quick Links at <https://jcaoc.georgiacourts.gov/arpa/> must be submitted in an Excel spreadsheet format and *not* a .pdf file format. Copies of correspondence requesting county ARPA funds must also be attached, as well as any response to such request. If requesting funds under (E) (7), attach all documents required under section (b) (2)-(4) of the **Audio-Visual Equipment Modernization Policy** (posted under Quick Links at <https://jcaoc.georgiacourts.gov/arpa/>). Attach any other supporting documentation the ARPA Committee will need to review your application sufficiently and efficiently. Use the checklist provided in this section to assist with compliance.

**(H) SUBMIT APPLICATION**

The ARPA Grants Team will confirm receipt via e-mail and follow up with you regarding any issues with your application and next steps. Applications that are not timely completed during the application review window may need to be considered by the ARPA Committee in a subsequent application period. Promptly notify the ARPA Grants Team at ARPA@georgiacourts.gov if you need to revise or withdraw a submitted application. *If you do not receive a confirmation e-mail that your application has been received within three business days after submission, please promptly notify the ARPA Grants Team* at ARPA@georgiacourts.gov and call 404-656-5171 to ensure receipt.

**JUDICIAL COUNCIL ARPA GRANT APPLICATION**

**TO AMEND CURRENT AWARD**

Prior to completing this application, please review the ARPA **Overview and Instructions** posted under Quick Links at <https://jcaoc.georgiacourts.gov/arpa/> and the basic Application Instructions directly above. Please complete all sections to receive full consideration for federal American Rescue Plan Act (ARPA) grant funding allocated to the Judicial Branch. Type “N/A.” if a particular section is not applicable.

**TYPE OF APPLICATION NOTE**

On July 26, 2023, the ARPA Committee approved the continued use of CY 2023 awards in CYs 2024-2025. Therefore, no application is needed to use the funds awarded for CY 2023 in CYs 2024-2025 *with no changes*. Use this application only if you are requesting an amendment to your current award to make changes to your approved budget for CYs 2023-2025 only.

***NOTE: Applications for CY 2026, additional funds for CYs 2023-2025, or new awards are not being accepted during this application period.***

**Judicial Circuit or Appellate Court Name**

|  |
| --- |
|  |

**Chief Judge/Justice of Judicial Circuit or Appellate Court Address**

[ ] *This information has changed since the last application was submitted.*

First Name Last Name

|  |  |
| --- | --- |
|  |  |

Street

|  |
| --- |
|  |

City ZIP Code

|  |  |  |
| --- | --- | --- |
|  | GA |  |

E-mail Address Business Phone

|  |  |
| --- | --- |
|  |  |

**Application Contact**

Name the *current* point of contact for application questions and status updates:

[ ] *This information has changed since the last application was submitted.*

First Name Last Name

|  |  |
| --- | --- |
|  |  |

Job Title Business Phone

|  |  |
| --- | --- |
|  |  |

|  |
| --- |
|  |

E-mail Address (application status updates):

**Grant Compliance Official**

Name the person who will be responsible for ARPA grant compliance:

[ ] *This information has changed since the last application was submitted.*

First Name Last Name

|  |  |
| --- | --- |
|  |  |

Job Title Business Phone

|  |  |
| --- | --- |
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| --- |
|  |

E-mail Address (grant compliance/reporting):

**Grant Reimbursement Official (Fiscal Agent)**

[ ] *This information has changed since the last application was submitted.*

Name the person from the lead county serving as the fiscal agent for the ARPA funds:

First Name Last Name

|  |  |
| --- | --- |
|  |  |

Job Title Business Phone

|  |  |
| --- | --- |
|  |  |

Street

|  |
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|  |

City ZIP Code County

|  |  |  |  |
| --- | --- | --- | --- |
|  | GA |  |  |

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|  |

E-mail Address (grant reimbursement matters)

**(A) USE OF ARPA FUNDS SUMMARY**

|  |
| --- |
| *Describe the progress of your circuit to implement your plan since the effective date of your first ARPA grant award. Also identify data supporting successes and any barriers to implementation you have experienced.* |

**(B) CASE BACKLOGS REQUIRED TO JUSTIFY ARPA FUNDS**

**(1)** Description of Case Backlogs

|  |
| --- |
| *Provide objective facts and summarize the data presented in the tables below to demonstrate that case backlogs exist in your circuit to justify a need for ARPA grant funds or continued funding.* |

**(2)** Case Backlog Data

(a) Cases Pending

|  |  |
| --- | --- |
| As of Date | Cases Pending by Case Type |
| All Cases(Civil & Criminal) | All Felony Cases | Serious Violent Felony Cases | Serious Violent Felony Cases % of All Felony Cases Pending |
| 12/31/2019 |  |  |  |  |
| 12/31/2020 |  |  |  |  |
| 12/31/2021 |  |  |  |  |
| 12/31/2022 |  |  |  |  |
| 12/31/2023 |  |  |  |  |
| *Note*: For this chart, enter the number of cases pending in each box. Only include cases pending in the courts applying for ARPA funds. “Serious Violent Felony Cases” means the types of cases listed in OCGA § 17-10-6.1 (a) (1)-(7) only. |

(b) Number of Jury Trials

|  |  |
| --- | --- |
| Date Range  | Number of Jury Trials by Case Type |
| All Cases(Civil & Criminal) | All Felony Cases | Serious Violent Felony Cases |
| 1/1/19 - 12/31/19 |  |  |  |
| 1/1/20 - 12/31/20 |  |  |  |
| 1/1/21 - 12/31/21 |  |  |  |
| 1/1/22 - 12/31/22 |  |  |  |
| 1/1/23 - 12/31/23 |  |  |  |
| *Note*: For this chart, include the total number of jury trials conducted during the date ranges indicated. “Serious Violent Felony Cases” means the types of cases listed in OCGA § 17-10-6.1 (a) (1)-(7) only. |

(c) Clearance Rates

|  |  |
| --- | --- |
| Date Range  | Clearance Rates (%) by Case Type |
| All Cases(Civil & Criminal) | All Felony Cases | Serious Violent Felony Cases |
| 1/1/19 - 12/31/19 |  |  |  |
| 1/1/20 - 12/31/20 |  |  |  |
| 1/1/21 - 12/31/21 |  |  |  |
| 1/1/22 - 12/31/22 |  |  |  |
| 1/1/23 - 12/31/23 |  |  |  |
| *Note*: For this chart, include the number of disposed cases *as a percentage* of the number of filed cases for the date ranges indicated within each category. “Serious Violent Felony Cases” means the types of cases listed in OCGA § 17-10-6.1 (a) (1)-(7) only. |

(d) Description of Pending Warrants and Unindicted Cases

|  |
| --- |
| *Describe the volume of pending warrants and unindicted cases impacting case backlogs in your circuit.* |

**(C) TOTAL ARPA GRANT FUNDS FROM THE JUDICIAL COUNCIL TO ADDRESS CASE BACKLOGS**

**(1)** Grand total ARPA funds for CYs 2023-2025: $ .

(a) Total ARPA grant funds for CY 2023: $ .

(b) Total ARPA grant funds for CYs 2024-2025: $ .

*Note*: *The amount provided under (C) (1) must not exceed the current award grand total. Applications for CY 2026, additional funds for CYs 2023-2025, or new awards are not being accepted during this application period.*

**(2)** Amount of (C) (1) grand total ARPA funds for CYs 2023-2025 to be dedicated to backlogs of serious violent felonies (SVFs; OCGA § 17-10-6.1 (a)): $ .

(a) Total ARPA funds dedicated to SVFs for CY 2023: $ .

(b) Total ARPA funds dedicated to SVFs for CYs 2024-2025: $ .

**(3)** Overall number of staff and contractor positions for CYs 2023-2025: .

(a) Overall number of *full-time staff* positions for CYs 2023-2025: .

(b) Overall number of *part-time staff* positions for CYs 2023-2025: .

(c) Overall number of *contractor* positions for CYs 2023-2025: .

**(4)** Portion of overall number of staff and contractor positions that will be dedicated to backlogs of serious violent felonies in CY 2023-2025 (OCGA § 17-10-6.1 (a)): .

(a) *Full-time staff* positions dedicated to serious violent felonies in CYs 2023-2025: .

(b) *Part-time staff* positions dedicated to serious violent felonies in CYs 2023-2025: .

(c) *Contractor* positions dedicated to serious violent felonies in CYs 2023-2025: .

*Note*: As used throughout this application, “staff” means government employee.

**(D)** **ARPA GRANT FUNDS REQUESTED OR RECEIVED FROM OTHER SOURCES TO ADDRESS CASE BACKLOGS**

**(1)** Applicants (except appellate courts) must request ARPA funds from one or more counties in their circuit. Have you requested ARPA funds from any counties in your circuit?

[ ]  Yes [ ]  No (*Note*: answering “No” here will create a compliance issue)

**(2)** List the counties from which you have requested ARPA funds (*attach request & response*):

|  |  |  |  |
| --- | --- | --- | --- |
| County | Purpose(s) For Which ARPA Funds Were Requested with Dates Requested | Amount Requested | Amount Approved |
|  |  | $ | $ |
|  |  | $ | $ |
|  |  | $ | $ |
|  |  | $ | $ |

*Note*: If your request for county ARPA funds and/or the county’s response was verbal (i.e., not in writing), please attach a memorandum documenting your request and/or the county’s response.

**(3)** County Resources Provided to Courts

|  |
| --- |
| *Describe what additional funding or resources counties have provided to courts in your circuit from calendar year 2020 to the present to support a response to case backlogs (if any). Include both county ARPA funds and county general funds. Type “None.” if no such additional funding or resources have been provided.* |

**(4)** Total ARPA grant funds *requested* from other sources: $  .

**(5)** Total ARPA grant funds *received* from other sources: $ .

**(6)** Total ARPA grant funds from other sources *expended* to date: $ .

**(7)** Total ARPA grant funds from other sources *obligated* to date: $ .

**(E) ARPA FUNDS BY EXPENDITURE CATEGORY (EC)**

**(1) Payroll-Public Sector Staff Responding to Case Backlogs** (EC 3.1; 31 CFR § 35.6 (b) (3) (ii) (E) (1))

(a) Total funds for this EC for CYs 2023-2025: $  .

(i) Total funds for this EC for CY 2023: $ .

(ii) Total funds for this EC for CYs 2024-2025: $ .

(b) Amount of (E) (1) (a) total dedicated to addressing the backlog of serious violent felonies (SVFs), as defined in OCGA § 17-10-6.1 (a): $ .

(i) Amount of (E) (1) (a) (i) total dedicated to SVFs in CY 2023: $ .

(ii) Amount of (E) (1) (a) (ii) total dedicated to SVFs in CYs 2024-2025: $ .

(c) *More than 50 percent of total personnel costs awarded each calendar year under this EC must be dedicated to serious violent felonies*, as defined in OCGA § 17-10-6.1 (a). What percentage of the total under (E) (1) (a) will be dedicated to responding to serious violent felonies? %.

(i) Percentage of total under (E) (1) (a) (i) dedicated to SVFs in CY 2023: %.

(ii) Percentage of total under (E) (1) (a) (ii) dedicated to SVFs in CYs 2024-2025: %.

*Note: Please make sure that all percentages under (E) (1) (c) reflect the dollar amounts dedicated to addressing backlogs of SVFs provided under (E) (1) (b).*

(d) Overall number of staff positions to be funded under this EC in CYs 2023-2025: .

(i) *Full-time staff* positions in CYs 2023-2025: .

(ii) *Part-time staff* positions in CYs 2023-2025: .

(e) Number of *staff* positions under this EC dedicated to serious violent felonies in CYs 2023-2025, as defined in OCGA § 17-10-6.1 (a): .

(i) *Full-time staff* positions in CYs 2023-2025: .

(ii) *Part-time staff* positions in CYs 2023-2025: .

(f) The following applies for this EC only (check one):

[ ]  No changes to current award for CYs 2023-2025 *(type “No amendments.” in the description box)*.

[ ]  Make changes to current award for CYs 2023-2025, as explained in the description box below *(describe only the requested amendments)*:

[ ]  No funds have been awarded for this EC for CYs 2023-2025, so the following describes a new request *(in the description box below, describe all requested expenditures in detail)*:

[ ]  No funds are requested for this EC *(type “N/A.” in the description box)*.

|  |
| --- |
| *Describe how ARPA grant funds under this EC will be used by government employees (i.e., staff) to respond to case backlogs (prioritizing serious violent felonies). Contractor positions responding to case backlogs must be requested under (E) (6) “ARPA-Eligible Administrative Expenses” to comply with federal guidance and regulations. If applicable, describe any amendments requested, e.g., “Add $250,000 to fund two currently awarded assistant district attorneys in CYs 2024-2025 to respond to case backlogs, with priority given to serious violent felonies. No other changes to approved public sector staffing are requested.”* |

**(2) Court-Based Mental Health Diversion** (EC 1.12; 31 CFR § 35.6 (b) (3) (i) (C))

(a) Total funds for this EC for CYs 2023-2025: $ .

(i) Total funds for this EC for CY 2023: $ .

(ii) Total funds for this EC for CYs 2024-2025: $ .

(b) Overall number of *staff and contractor* positions to be funded under this EC in CYs 2023-2025: .

(i) Full-time staff and contractor positions in CYs 2023-2025: .

(ii) Part-time staff and contractor positions in CYs 2023-2025: .

(c) The following applies for this EC only (check one):

[ ]  No changes to current award for CYs 2023-2025 *(type “No amendments.” in the description box)*.

[ ]  Make changes to current award for CYs 2023-2025, as explained in the description box below *(describe only the requested amendments)*:

[ ]  No funds have been awarded for this EC for CYs 2023-2025, so the following describes a new request *(in the description box below, describe all requested expenditures in detail)*:

[ ]  No funds are requested for this EC *(type “N/A.” in the description box)*.

|  |
| --- |
| *Describe how ARPA grant funds under this EC will be used by government employees (i.e., staff) and/or contractors to respond to case backlogs. If applicable, describe any amendments requested.**Include a numerical estimate of the staff time and resources conserved to dedicate additional existing resources to serious violent felonies. As used in this section, “numerical” means containing one or more of the number symbols 0, 1, 2, 3, 4, 5, 6, 7, 8, or 9; e.g., 20 hours of staff time per week, 18 percent of a judge’s caseload, or some other numerical measurement.* |

**(3) Court-Based Substance Use Diversion** (EC 1.13; 31 CFR § 35.6 (b) (3) (i) (C))

(a) Total funds for this EC for CYs 2023-2025: $ .

(i) Total funds for this EC for CY 2023: $ .

(ii) Total funds for this EC for CYs 2024-2025: $ .

(b) Overall number of *staff and contractor* positions to be funded under this EC in CYs 2023-2025: .

(i) Full-time staff and contractor positions in CYs 2023-2025: .

(ii) Part-time staff and contractor positions in CYs 2023-2025: .

(c) The following applies for this EC only (check one):

[ ]  No changes to current award for CYs 2023-2025 *(type “No amendments.” in the description box)*.

[ ]  Make changes to current award for CYs 2023-2025, as explained in the description box below *(describe only the requested amendments)*:

[ ]  No funds have been awarded for this EC for CYs 2023-2025, so the following describes a new request *(in the description box below, describe all requested expenditures in detail)*:

[ ]  No funds are requested for this EC *(type “N/A.” in the description box)*.

|  |
| --- |
| *Describe how ARPA grant funds under this EC will be used by government employees (i.e., staff) and/or contractors to respond to case backlogs. If applicable, describe any amendments requested.**Include a numerical estimate of the staff time and resources conserved to dedicate additional existing resources to serious violent felonies. As used in this section, “numerical” means containing one or more of the number symbols 0, 1, 2, 3, 4, 5, 6, 7, 8, or 9; e.g., 20 hours of staff time per week, 18 percent of a judge’s caseload, or some other numerical measurement.* |

**(4) Court-Based Eviction Prevention and Diversion** (ECs 2.2, 2.18; 31 CFR § 35.6 (b) (3) (ii) (A) (1), (5))

(a) Total funds for this EC for CYs 2023-2025: $ .

(i) Total funds for this EC for CY 2023: $ .

(ii) Total funds for this EC for CYs 2024-2025: $ .

(b) Overall number of *staff and contractor* positions to be funded under this EC in CYs 2023-2025: .

(i) Full-time staff and contractor positions in CYs 2023-2025: .

(ii) Part-time staff and contractor positions in CYs 2023-2025: .

(c) The following applies for this EC only (check one):

[ ]  No changes to current award for CYs 2023-2025 *(type “No amendments.” in the description box)*.

[ ]  Make changes to current award for CYs 2023-2025, as explained in the description box below *(describe only the requested amendments)*:

[ ]  No funds have been awarded for this EC for CYs 2023-2025, so the following describes a new request *(in the description box below, describe all requested expenditures in detail)*:

[ ]  No funds are requested for this EC *(type “N/A.” in the description box)*.

|  |
| --- |
| *Describe how ARPA grant funds under this EC will be used by government employees (i.e., staff) and/or contractors to respond to case backlogs. If applicable, describe any amendments requested.**Include a numerical estimate of the staff time and resources conserved to dedicate additional existing resources to serious violent felonies. As used in this section, “numerical” means containing one or more of the number symbols 0, 1, 2, 3, 4, 5, 6, 7, 8, or 9; e.g., 20 hours of staff time per week, 18 percent of a judge’s caseload, or some other numerical measurement.* |

**(5) Temporary Facilities or Workspace to Respond to Case Backlogs** (ECs 3.5, 7.1; 31 CFR § 35.6 (b) (3) (ii) (E) (4))

(a) Total funds for this EC for CYs 2023-2025: $ .

(i) Total funds for this EC for CY 2023: $ .

(ii) Total funds for this EC for CYs 2024-2025: $ .

(b) Amount of subtotal for this EC dedicated to addressing the backlog of serious violent felonies in CYs 2023-2025, as defined in OCGA § 17-10-6.1 (a): $ .

(c) The following applies for this EC only (check one):

[ ]  No changes to current award for CYs 2023-2025 *(type “No amendments.” in the description box)*.

[ ]  Make changes to current award for CYs 2023-2025, as explained in the description box below *(describe only the requested amendments)*:

[ ]  No funds have been awarded for this EC for CYs 2023-2025, so the following describes a new request *(in the description box below, describe all requested expenditures in detail)*:

[ ]  No funds are requested for this EC *(type “N/A.” in the description box)*.

|  |
| --- |
| *Describe how ARPA grant funds under this EC will be used to provide additional temporary space to respond to case backlogs or perform ARPA grant administration. If applicable, describe any amendments requested.* |

**(6) ARPA-Eligible Administrative Expenses** (ECs 3.5, 7.1; 31 CFR § 35.6 (b) (3) (ii) (E) (3)-(4))

(a) Total funds for this EC for CYs 2023-2025: $ .

(i) Total funds for this EC for CY 2023: $ .

(ii) Total funds for this EC for CYs 2024-2025: $ .

(b) Overall number of *staff and contractor* positions to be funded under this EC in CYs 2023-2025: .

(i) Full-time staff and contractor positions in CYs 2023-2025: .

(ii) Part-time staff and contractor positions in CYs 2023-2025: .

(c) The following applies for this EC only (check one):

[ ]  No changes to current award for CYs 2023-2025 *(type “No amendments.” in the description box)*.

[ ]  Make changes to current award for CYs 2023-2025, as explained in the description box below *(describe only the requested amendments)*:

[ ]  No funds have been awarded for this EC for CYs 2023-2025, so the following describes a new request *(in the description box below, describe all requested expenditures in detail)*:

[ ]  No funds are requested for this EC *(type “N/A.” in the description box)*.

(d) Procurement of legal research software or digital evidence management software (check one):

[ ]  By checking this box, the undersigned certifies that the purchase of (i) legal research software for ARPA-funded staff attorneys or prosecutors; or (ii) digital evidence management software will be subject to competitive bidding procedures regarding the purchase of equipment, supplies, services, or other items with public funds. See **FAQ 28.2**.

[ ]  This application does not request funding for legal research software for ARPA-funded staff attorneys or prosecutors; or digital evidence management software.

|  |
| --- |
| *Describe proposed ARPA-eligible administrative expenses. Contractors performing mental health, substance use, or eviction prevention diversion services must be requested under (E) (2), (3), or (4) respectively. All other contractors responding to case backlogs must be requested under this EC. Staff or contractors performing grant administration must also be requested under this EC. If applicable, describe any amendments requested.* |

**(7) Audio-Visual Equipment Modernization** (ECs 3.5, 7.1; 31 CFR § 35.6 (b) (3) (ii) (E) (4), (b) (4); 87 Fed. Reg. 4,389 (Jan. 27, 2022))

(a) Total funds for this EC for CYs 2023-2025: $ .

(i) Total funds for this EC for CY 2023: $ .

(ii) Total funds for this EC for CYs 2024-2025: $ .

(b) The following applies for this EC only (check one):

[ ]  No changes to current award for CYs 2023-2025*.*

[ ]  Make changes to current award for CYs 2023-2025, as explained below:

[ ]  No funds have been awarded for this EC for CYs 2023-2025, so the following describes a new request:

[ ]  No funds are requested for this EC.

(c) **AV Policy** checklist (check all that apply to indicate compliance):

[ ]  A detailed justification letter is attached stating that audio-visual equipment modernization in the courtrooms listed in table (7) (d) below is a necessary component of a response to court case backlogs caused by the pandemic, with a primary focus on cases involving serious violent felonies. Id. at § (b) (2).

[ ]  A detailed summary of each audio-visual modernization project requested under this EC is attached, including a complete project timeline. Id. at § (b) (3).

[ ]  A detailed proposal from each vendor is attached, including an estimate of the cost of each project and all equipment to be installed. Id. at § (b) (4).

[ ]  Each attached proposal was subject to competitive bidding procedures and reflects market prices for comparable goods and services for the geographic area where the courtroom is located. Id. at §§ (c)-(d). See **FAQ 28.2** for procurement guidance.

[ ]  The projects are requested for *existing* courtrooms only, as defined. Id. at § (a) (2).

[ ]  The projects are requested for courtrooms where personnel are responding to case backlogs caused by the pandemic, with first priority given to courtrooms where personnel are responding to cases involving serious violent felonies. Id. at §§ (b) (2), (d).

[ ]  The projects requested are compliant with all other provisions of the ARPA Committee’s **Audio-Visual Equipment Modernization Policy** (posted under Quick Links at <https://jcaoc.georgiacourts.gov/arpa/>).

(d) For each *existing* permanent courtroom where new audio-visual equipment is to be installed, fill in the following information (list new projects or amendments to currently approved projects; add additional rows to table if needed):

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| County | Address of Courtroom | Classes of Court That Use Courtroom | Requested Action | New/AmendedTotal Requested |
|  |  |  | [ ]  New projector*Amendment:*[ ]  Increase by$\_\_\_\_\_\_\_\_\_\_\_\_[ ]  Decrease by$\_\_\_\_\_\_\_\_\_\_\_\_ | $ |
|  |  |  | [ ]  New projector*Amendment:*[ ]  Increase by$\_\_\_\_\_\_\_\_\_\_\_\_[ ]  Decrease by$\_\_\_\_\_\_\_\_\_\_\_\_ | $ |

(e) Audio-Visual Equipment Modernization Project(s) Description or Explanation:

|  |
| --- |
| *Describe or explain your audio-visual equipment modernization request(s) listed above, if needed.* |

**(F) SUPPORTING DOCUMENTATION AND BUDGET FORM**

The following supporting documentation is attached to this application (check all that apply):

[ ]  A completed **ARPA Budget Form** in an Excel spreadsheet file format (required).

[ ]  Correspondence to and from county governments requesting ARPA funds (required).

[ ]  All documents required under section (b) (2)-(4) of the **Audio-Visual Equipment Modernization Policy** (if requesting funds under section (E) (7) of this application).

[ ]  Any other documentation needed to support this application (if applicable).

**(G) CERTIFICATION**

[ ]  By checking this box, I, the undersigned, certify that (1) the information in this application is true and correct to the best of my knowledge; and (2) the proposed activities are eligible expenditures under the federal American Rescue Plan Act of 2021 and 31 CFR Part 35 (“Final Rule”). *I understand that the use of ARPA grant funds is subject to certain reporting requirements, audits, and recoupment if put toward impermissible uses.* 31 CFR § 35.10.

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Chief Judge/Justice Signature

Printed Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**(H) SUBMIT APPLICATION**

E-mail a .pdf of your completed, certified, and signed application (with supporting documentation) to ARPA@georgiacourts.gov. *If you do not receive a confirmation e-mail that your application has been received within three business days after submission, please promptly notify the ARPA Grants Team* at ARPA@georgiacourts.gov and call 404-656-5171 to ensure receipt.